



## MAJOR THOROUGHFARE HEDGE GRANT APPLICATION

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**Property Owner Name:** \_\_\_\_\_

**Contact Name (if different):** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Property Address (if different):** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**PCN:** \_\_\_\_\_

**Will the grant funds be used to correct a code violation?**

☐ Yes ☐ No

**Description of project:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

### **CERTIFICATION AND WAIVER OF PRIVACY**

The applicant(s) certifies that all information presented in this application, and all of the information furnished in support of the application, is given for the purpose obtaining a grant under the Major Thoroughfare Hedge Grant Program, and it is true and complete to the best of the applicant(s) knowledge and belief. The applicant(s) further certifies that he/she is aware of the fact that he/she can be penalized by fine and/or imprisonment for making false statements or presenting false information.

I hereby waive my rights under the privacy and confidentiality provision act, and give my/our consent to the Village of Wellington, its agents and contractors to examine any confidential information given herein. I further grant permission, and authorize any bank, employer or other public or private agency to disclose information deemed necessary to complete this application.

**Applicant/Property Owner:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



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### DOCUMENTATION REQUIREMENTS CHECKLIST

1. ☐ Completed application form
  - a. ☐ Certification and waiver of privacy signed and dated
  - b. ☐ Major thoroughfare: \_\_\_\_\_
2. ☐ Proof of ownership
  - a. Proof provided (circle one):  
Property Appraiser    Tax Documentation    Deed    Other: \_\_\_\_\_
3. ☐ Proof of rental license or business tax receipt, if applicable
  - a. ☐ Not applicable
4. ☐ Description of products and work to be completed with costs (Estimate, invoice, receipts, etc.). Be sure that the project scope and anticipated cost are clear. If approved, proof of payment for materials/services must be in the form of cancelled checks, money order receipts, bank check receipts, or credit card statements/receipts; we do not accept invoices paid in cash. **REIMBURSEMENT WILL NOT BE PROCESSED WITHOUT PROPER DOCUMENTATION.**
5. ☐ Color photos of area to be improved
6. ☐ Aerial map showing area where improvements are to be made (Ex. Google Maps, etc.- Please be sure to mark where improvements will be made)
7. ☐ Documentation from Wellington Code Compliance, if applicable

A staff review of the application will verify that **all required documentation is present** and **any incomplete applications will be returned**.

#### APPLICATION PROCESS:

Applications for the Major Thoroughfare Hedge Grant shall be submitted by a Wellington property owner, Homeowners Association or Condominium Association. **This is a reimbursable grant and property owners are required to apply for, and be awarded, grant approval before making any improvements.** Exceptions will be granted on a case by case basis for those applicants that completed the improvements in order to correct a code violation or at the discretion of the Village Manager or designee. **If approved, reimbursement instructions and documentation will be provided and the applicant will have 90 days to complete the project and seek reimbursement.**

#### FUNDING SOURCE

Funds for this program are allocated in Wellington's Community Services Office, and are subject to approval each year by Wellington Council.

#### GRANT PROGRAM TIMELINE:

Grant applications will be accepted on a rolling basis. The Wellington review committee will meet every month on or about the 15th. Once Wellington completes the review and approval process staff will notify all applicants of the status of their grants.

#### GRANT AMOUNTS:

Reimbursement amounts will be 50% of the materials and services up to \$500 per property.